



## Information Memorandum

Oregon Department of Human Services

**Originating Cluster:**

**Seniors and People with Disabilities**

Date:	<b>June 27, 2003</b>	IM Number:	SPD-IM-03-056
To:	Area Agency on Aging Directors AAA Program Managers and Staff CHS Central Office Managers CHS SDA Managers CHS SDA Assistant Managers	CHS/SPD All Staff CHS/SPD Line/Program Managers County DD Program Managers County Mental Health Directors SPD Central Office Staff	
From:	Seniors and People with Disabilities		
Subject:	<b>Eligibility for CIIS following out of home placement</b>		

**Message:** This message is to confirm an existing policy that will continue to be implemented as stated here. It is in accordance with OAR 411-300-0100 through 411-300-0220.

**Discussion/Interpretation:** Children's Intensive In-Home Services (CIIS) ensures that services augment and support independence, empowerment, dignity and development of the child through the provision of flexible and efficient services to eligible children. The services are exclusively intended to allow a child to have a permanent and stable familial relationship within the family home. The services provide the support necessary to enable the family to meet the needs of caring for their child in their home.

### **Implementation/Transition Instructions:**

1. CIIS must be informed as soon as the child is no longer living in the family home.
2. Within 30 days, CIIS must receive a written plan for the child's return home within 90 days of the out of home placement. The thirty and ninety days begin the first day the child does not live in the family home. The plan must be between the parents and the placing agency (involuntary placement) or provider (voluntary placement).
3. The plan must include:
  - A. Expected date of return to the family home.
  - B. An outline of the steps necessary for the child's return to the family home.
  - C. Any conditions place by the courts or Child Welfare Services (CWS).

D. Supports necessary to assist in the transition.

NOTE: If this is a temporary placement with Child Welfare Services the plan must be submitted by the CWS Case Worker.

4. The child must be back living in the family home within 90 days of the first day of out of home placement.
5. If the plan is not submitted within 30 days of placement the child is ineligible for CIIS services.
6. If the plan is submitted within 30 days and the child does NOT return home within 90 days of placement the child is no longer eligible for CIIS services.
7. After a child loses eligibility for CIIS services and later returns home, he/she may again be referred for an eligibility evaluation. If the child meets the evaluation criteria, the original referral date will be used to determine placement on the pending services list.

*If you have any questions about this information, contact:*

Contact(s):	Debra Burke, CIIS Program Manager		
Phone:	503-731-3088 ext. 27	Fax:	503-731-4132
E-mail:	<a href="mailto:debra.l.burke@state.or.us">debra.l.burke@state.or.us</a>		